


AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES
CHP 453C (Rev. 5-06) OPI 009

AREA 147	DIVISION Northern	NUMBER 3
EVALUATED BY S. Marmont		DATE 08/08/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation	SUSPENSE DATE 08/14/2008
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No BY _____	COMMANDER'S REVIEW 
<input type="checkbox"/> Correction Report	DATE 8/11/08

1. HEADQUARTERS STATISTICAL REPORTS

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use?

c. Are reports available for interested employees? ☒ Yes ☐ No

2. LOCAL DATA

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? During briefings and monthly evaluations.

(1) Are visual aids used? ☐ Yes ☒ No

3. COLLISION REDUCTION

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Does Area have written collision reduction plans? ☐ Yes ☒ No

(1) Are goals and objectives realistic and understandable? ☐ Yes ☐ No

(a) Are plans flexible and complete? ☐ Yes ☐ No

(2) Have the plans been successful? ☐ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☐ Yes ☐ No

(b) Is the Area commander familiar with results? ☐ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☐ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☐ Yes ☐ No

1 Who has been involved in the development of collision reduction plans?

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

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(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	Open slots are filled by memorandum.	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?	Officers formerly in that position	
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

4. ENFORCEMENT	EVALUATED	ACTION REQUIRED	CORRECTED
	X		
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are statistics from collisions used to properly guide enforcement activity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

5. SERVICES	EVALUATED	ACTION REQUIRED	CORRECTED
	X		
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are field personnel aware of beats having heavy service requirements?	N/A	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	N/A	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are vehicles stored if left on the freeway over four hours?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

3. BEATS	EVALUATED	ACTION REQUIRED	CORRECTED
	X		
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Can collision causes and locations be effectively isolated and addressed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	N/A	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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(3) What methods are used to identify high collision locations on beats? The command does not have any high collision locations.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☐ Yes ☒ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? N/A ☐ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? N/A ☐ Yes ☐ No

(c) High frequency collisions locations? N/A ☐ Yes ☐ No

(d) Primary collision factors? N/A ☐ Yes ☐ No

(e) Hazardous areas? N/A ☐ Yes ☐ No

(f) Recommended patrol procedures? N/A ☐ Yes ☐ No

7. POST-ARREST PROCEDURES

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 0%

(3) Are felony hit-and-run collisions adequately investigated? N/A ☐ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? N/A ☐ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? N/A ☐ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? After the arrest, when the officer is at the Facility with the in-custody and before any processing.

(a) Who is responsible for the notification? The arresting officer

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? The PAS devices are signed out for use and calibrated weekly.

d. Who reviews reports before submission to the district attorney's office? Sergeants

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Records are contained in the AIS.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☐ Yes ☒ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE
ENFORCEMENT PROGRAMS**

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
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c. Arrest Policies and Procedures

- | | | |
|---|---|---|
| (1) Are CHP 202s complete and comprehensive? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? | N/A | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (5) Does Area utilize the cite and release program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? | N/A | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples?

- | | | |
|--|---|-----------------------------|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes ☐ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes ☐ No

- | | | |
|---|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

(2) Who is the Area PAS coordinator? Officer Jeff Bell

- | | | |
|--|---|-----------------------------|
| (3) Does the PAS coordinator maintain the records for use and calibration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- | | | |
|--|---|-----------------------------|
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- | | | |
|--|---|-----------------------------|
| (5) Does Area maintain records to ensure accountability for each device? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

g. Does the Area operate sobriety checkpoints?

☐ Yes ☒ No

- | | | |
|---|-----|--|
| (1) If so, does Area have a written plan for each location? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|-----|--|

- | | | |
|---|-----|--|
| (2) Are operational plans retained for two years, plus current? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|-----|--|

- | | | |
|--|-----|--|
| (3) Does Area conduct checkpoints with other agencies? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|--|-----|--|

- | | | |
|--|-----|--|
| (4) Is a supervisor assigned to each checkpoint? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|--|-----|--|

- | | | |
|---|-----|--|
| (5) Are PAS devices available at checkpoints? | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|-----|--|

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(6) Is chemical testing available at the sobriety checkpoint location?

N/A

☐ Yes

☐ No

(7) Is the media notified 48 hours in advance?

N/A

☐ Yes

☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?

N/A

☐ Yes

☐ No

h. Does Area participate in the DUI Reporter's Reward Program?

N/A

☐ Yes

☐ No

10. OTHER SPECIAL ENFORCEMENT PROGRAMS

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Is there an airplane speed enforcement program operating within the Area?

☐ Yes

☒ No

(1) If so, what is the extent of Area's involvement?

(2) How are personnel selected?

(3) Is training provided?

N/A

☐ Yes

☐ No

(4) Does the program have the support of the local district attorney and judges?

N/A

☒ Yes

☐ No

(5) Is media reaction favorable?

N/A

☐ Yes

☐ No

b. Does the Area operate DUI checkpoints?

☐ Yes

☒ No

(1) Does Area have a written plan?

N/A

☐ Yes

☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate?

N/A

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?

N/A

☐ Yes

☐ No

(4) Is breath or chemical testing available at the checkpoint?

N/A

☐ Yes

☐ No

(5) Is the media notified 48 hours in advance?

N/A

☐ Yes

☐ No

(6) Has media reaction been favorable?

N/A

☐ Yes

☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?

N/A

☐ Yes

☒ No

(1) What is the current mission of the unit?

N/A

(2) How are members selected?

N/A

(3) Who supervises the unit?

N/A

(4) Is the unit effective?

N/A

☐ Yes

☐ No

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d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? Motor Carrier Safety Assistance Program (MCSAP)

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?


☒ Yes ☐ No

1. HEADQUARTERS STATISTICAL REPORTS: At the inspection facility, collisions are rare. As a rule Program 10 and SWITRS reports only capture data on beats 1-799. All commercial beats are 800 series beats.
2. LOCAL DATA: Enforcement data is collected for our local enforcement activity.
3. ACCIDENT REDUCTION: The inspection facility has a Strategic Plan goal of increasing the number of Level 1 inspections and drivers screened to address the Department's goal of reducing the MDR. The facility does not have a collision reduction goal nor is deployment based on collision data. The facility does not have motorcycle officers assigned to it.
4. ENFORCEMENT: Collision data is not analyzed. Personnel focus their attention towards "out of service" violations.
5. SERVICES: Though not having any freeway, line or county road beat responsibility, all officers are alert to disabled motorists while patrolling away from the facility. It is not uncommon for a facility officer to respond to a stranded motorist in view of the facility. Officers are reminded of the importance of providing services annually when special relationships are discussed. Facility officers will mark vehicles with the CHP 422, but overtime storages are normally handled by the Mount Shasta Area.
6. BEATS: The facility only has two assigned beats, 890 for the facility and 850 for road enforcement.
7. POST ARREST PROCEDURES: Collisions investigated by the facility staff do not support submission for prosecution due to the minor nature of the events (solo, non injury etc.). There has not been a felony hit and run collision at the facility in anyone's memory. As a rule, facility officers do not have any contact with juveniles due to 12515(a) CVC.
8. RADAR SPEED ENFORCEMENT: All radar unit maintenance, radar surveys, and associated record keeping, save for the employee training and recertification records, are the responsibility of the Mount Shasta Area who maintain Dusnmuir Grade's vehicles. The Facility's special duty officer is the de facto radar coordinator. He has not had any specialized training for this duty.
9. DRIVING UNDER THE INFLUENCE: The facility has not had any DUI PCF collisions, so it does not maintain any CHP 735's. If one did occur, a 735 would be submitted as required. The facility due to the nature of its operation, rarely has contact with juvenile offenders. Officers are aware of the zero tolerance for drivers under 21 years. The facility has not issued any DS-367 for zero tolerance so it has not had a need for a file. The facility does not operate sobriety checkpoints.
10. SPECIAL ENFORCEMENT: The sole overtime enforcement program are grants from the Motor Carrier Safety Assistance Program (MCSAP). This allows us to operate targeted enforcement away from the facility.

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AREA 131	DIVISION Northern	NUMBER
EVALUATED BY V. Zambrana, Sergeant #12435		DATE 10/06/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation	SUSPENSE DATE 10/08/2008
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No BY _____	COMMANDER'S REVIEW  DATE 10/07/2008

1. HEADQUARTERS STATISTICAL REPORTS

EVALUATED Yes	ACTION REQUIRED No	CORRECTED
------------------	-----------------------	-----------

- a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No
- b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No
- (1) How is the information disseminated and filed for future use? Information is reviewed by the commander and each supervisor and then is filed in annual folders by clerical.

- c. Are reports available for interested employees? ☒ Yes ☐ No

2. LOCAL DATA

EVALUATED Yes	ACTION REQUIRED No	CORRECTED
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- a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No
- (1) Are PCs utilized to record and store data? ☒ Yes ☐ No
- b. How is data analyzed and presented to field personnel? Local statistics related to commercial inspections/enforcement are tracked by sergeants. This information is presented to personnel through briefings and 100 form comments.
- (1) Are visual aids used? ☒ Yes ☐ No

3. COLLISION REDUCTION

EVALUATED Yes/Partial	ACTION REQUIRED No	CORRECTED
--------------------------	-----------------------	-----------

- a. Does Area have written collision reduction plans? ☐ Yes ☒ No
- (1) Are goals and objectives realistic and understandable? ☐ Yes ☐ No
- (a) Are plans flexible and complete? ☐ Yes ☐ No
- (2) Have the plans been successful? ☐ Yes ☐ No
- (a) Has emphasis been placed in the correct areas? ☐ Yes ☐ No
- (b) Is the Area commander familiar with results? ☐ Yes ☐ No
- (c) Are supervisors familiar with Area plans and goals? ☐ Yes ☐ No
- (d) Is progress towards goals discussed with all Area personnel? ☐ Yes ☐ No

1 Who has been involved in the development of collision reduction plans?

- b. Has an effective deployment plan been established and is it followed? ☐ Yes ☐ No

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(1) Is deployment proportional to collision and congestion problems? ☒ Yes ☐ No

(a) Are officers' personal needs considered? ☒ Yes ☐ No

(b) Are special events properly covered? ☒ Yes ☐ No

(c) Are lieutenants and sergeants deployed based on needs of the Area? ☒ Yes ☐ No

(2) Does the vacation schedule follow departmental policy and address the needs of the Area? ☒ Yes ☐ No

(a) What process is used when changes to the master vacation schedule are made? Changes are handled by sergeants only.

All changes are reviewed/approved by the Scheduling Sergeant. Changes are made on a seniority-basis.

(b) Are special duty officers scheduled separately? ☒ Yes ☐ No

1 Who replaces vacationing special duty officers? Back-up officers/sergeants are trained to handle essential duties.

2 Are motorcycle officers scheduled separately? ☐ Yes ☐ No

4. ENFORCEMENT

EVALUATED

Yes

ACTION REQUIRED

No

CORRECTED

a. Does enforcement activity address collision reduction and compliance with the law? ☒ Yes ☐ No

(1) Are statistics from collisions used to properly guide enforcement activity? ☒ Yes ☐ No

(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100? ☒ Yes ☐ No

(a) Do supervisors use matrix reports to audit enforcement activity? ☒ Yes ☐ No

5. SERVICES

EVALUATED

Yes/Partial

ACTION REQUIRED

No

CORRECTED

a. Do Area personnel recognize the importance of their role in providing motorist and public services? ☒ Yes ☐ No

b. Does the commander properly emphasize the importance of service as outlined in GO 100.45? ☒ Yes ☐ No

(1) Are field personnel aware of beats having heavy service requirements? ☐ Yes ☐ No

(2) Do services rendered reflect good beat accountability? ☐ Yes ☐ No

(3) Has Area established procedures for persons in need of assistance? ☒ Yes ☐ No

c. Do CHP 415s indicate services are provided to disabled motorists? ☒ Yes ☐ No

(1) Are vehicles stored if left on the freeway over four hours? ☐ Yes ☐ No

(2) Are CHP 422s used in accordance with policy? ☐ Yes ☐ No

d. Are all uniformed employees annually trained on GO 100.6, Special Relationships? ☒ Yes ☐ No

(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred? ☒ Yes ☐ No

6. BEATS

EVALUATED

Yes/Partial

ACTION REQUIRED

No

CORRECTED

a. Does Area comply with GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(1) Are beats organized in compliance with current policy? ☒ Yes ☐ No

(a) Can collision causes and locations be effectively isolated and addressed? ☐ Yes ☐ No

(2) Is there effective communication between officers and supervisors relating to problems on various beats? ☐ Yes ☐ No

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(3) What methods are used to identify high collision locations on beats? N/A

b. Are beat descriptions current?

☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field?

☐ Yes ☒ No

(3) Are supervisors familiar with the beat structure?

☒ Yes ☐ No

c. Are beat instructions current?

☐ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations?

☐ Yes ☐ No

(b) Seasonal fluctuations in traffic flow?

☐ Yes ☐ No

(c) High frequency collisions locations?

☐ Yes ☐ No

(d) Primary collision factors?

☐ Yes ☐ No

(e) Hazardous areas?

☐ Yes ☐ No

(f) Recommended patrol procedures?

☐ Yes ☐ No

7. POST-ARREST PROCEDURES

EVALUATED
Yes

ACTION REQUIRED
No

CORRECTED

a. Is prosecution sought whenever possible?

☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution?

☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? N/A

(3) Are felony hit-and-run collisions adequately investigated?

☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?

☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?

☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution?

☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation?

☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? As soon as practical subsequent to the physical arrest.

(a) Who is responsible for the notification? Arresting officer, on-duty sergeant, or OIC.

(4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are monitored/accounted for using the CHP 202J - PAS Log. PAS devices are calibrated every 10 days, as required by policy.

d. Who reviews reports before submission to the district attorney's office? All reports are reviewed/approved by facility sergeants.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Records are maintained in the AIS computer system.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED
Yes

ACTION REQUIRED
No

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE
ENFORCEMENT PROGRAMS**

EVALUATED
Yes

ACTION REQUIRED
No

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

- | | | |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples? ☒ Yes ☐ No

- | | | |
|--|---|-----------------------------|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest? ☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?** ☒ Yes ☐ No

- | | | |
|--|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Who is the Area PAS coordinator? Officer Sandy Oster, #14500 | | |
| (3) Does the PAS coordinator maintain the records for use and calibration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

(5) Does Area maintain records to ensure accountability for each device? ☒ Yes ☐ No**g. Does the Area operate sobriety checkpoints?** ☐ Yes ☒ No

- | | | |
|---|------------------------------|-----------------------------|
| (1) If so, does Area have a written plan for each location? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(6) Is chemical testing available at the sobriety checkpoint location?

☐ Yes☐ No

(7) Is the media notified 48 hours in advance?

☐ Yes☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?

☐ Yes☐ No

h. Does Area participate in the DUI Reporter's Reward Program?

☐ Yes☒ No**10. OTHER SPECIAL ENFORCEMENT PROGRAMS**

EVALUATED

Yes/Partial

ACTION REQUIRED

No

CORRECTED

a. Is there an airplane speed enforcement program operating within the Area?

☒ Yes☐ No

(1) If so, what is the extent of Area's involvement? CIF utilizes the airplane speed enforcement program only for MCSAP-funded enforcement.

(2) How are personnel selected? Personnel volunteer for MCSAP-funded enforcement.

(3) Is training provided?

☒ Yes☐ No

(4) Does the program have the support of the local district attorney and judges?

☒ Yes☐ No

(5) Is media reaction favorable?

☒ Yes☐ No

b. Does the Area operate DUI checkpoints?

☐ Yes☒ No

(1) Does Area have a written plan?

☐ Yes☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate? N/A

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?

☐ Yes☐ No

(4) Is breath or chemical testing available at the checkpoint?

☐ Yes☐ No

(5) Is the media notified 48 hours in advance?

☐ Yes☐ No

(6) Has media reaction been favorable?

☐ Yes☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?

☐ Yes☒ No

(1) What is the current mission of the unit? N/A

(2) How are members selected? N/A

(3) Who supervises the unit? N/A

(4) Is the unit effective?

☐ Yes☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they?

CIF participated in MCSAP-funded overtime enforcement programs.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No**COMMENTS:**

Cottonwood Inspection Facility (CIF) does not share the same responsibilities of a regular field command. CIF has no jurisdictional patrol/beat responsibility and personnel do not normally handle/document traffic collisions. Our primary task is commercial driver/vehicle inspections. This evaluation was completed considering these facts.

Section 3 - Collision Reduction: CIF activities/enforcement contribute directly to the reduction of commercial vehicle collisions through comprehensive inspections of both commercial drivers and commercial vehicles. Unsafe drivers/vehicles are placed out-of-service (O/S) and are not allowed to continue until the unsafe condition is remedied.

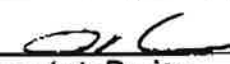
Section 5 - Services: Since CIF has no jurisdictional responsibility for patrol, the majority of services are rendered at the facility. All personnel, both uniformed and non-uniformed received annual training on GO 100.6, Special Relationships.

Section 6 - Beats: The beat description for CIF consists of two (2) beats - the northbound scale (895) and the southbound scale (881).

Department of California Highway Patrol
AREA MANAGEMENT EVALUATION
 Chapter 3
 ACCIDENTS, ENFORCEMENT, AND SERVICES

Area 120	Division Northern	Number
Evaluated By Lt. Laphorne		Date 9/16/08

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation <input type="checkbox"/> Formal <input checked="" type="checkbox"/> Informal		Suspense Date	
Follow-up Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report by _____	 Commander's Review	3-9-09 Date
1. HEADQUARTERS STATISTICAL REPORTS		Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>
a. Do supervisors utilize MIS and SWITRS reports?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
b. Are statistical reports reviewed as necessary by supervisors?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) How is this information disseminated and filed for future use? Commander distributes information to sergeants. After review it is filed.			
c. Are reports available for interested employees?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2. LOCAL DATA		Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>
a. Are local statistics collected and data developed for Area operational needs?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Are PCs utilized to record and store data?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
b. How is data analyzed and presented to field personnel? The information is collected from AIS and discussed during briefings and training days.			
(1) Are visual aids used?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
3. ACCIDENT REDUCTION		Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>
a. Does Area have written accident reduction plans?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(1) Are goals and objectives realistic and understandable?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(a) Are plans flexible and complete?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(2) Have the plans been successful?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(a) Has emphasis been placed in the correct areas?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(b) Is the Area commander familiar with results?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(c) Are supervisors familiar with Area plans and goals?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

AREA MANAGEMENT EVALUATION**Chapter 3****ACCIDENTS, ENFORCEMENT, AND SERVICES**

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

(1) Who has been involved in the development of accident reduction plans? Area Commander, sergeants and officers

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

(1) Is deployment proportional to accident and congestion problems? ☒ Yes ☐ No

(a) Are officer's personal needs considered? ☒ Yes ☐ No

(b) Are special events properly covered? ☒ Yes ☐ No

(c) Are lieutenants and sergeants deployed based on needs of the Area? ☒ Yes ☐ No

(2) Does the vacation schedule follow policy and address needs of Area? ☒ Yes ☐ No

(a) What process is used when changes to the master vacation schedule are made?

Meet and discuss with Area representative

(b) Are special duty officers scheduled separately? ☒ Yes ☐ No

(1) Who replaces vacationing special duty officers? Other special duty officer

(2) Are motorcycle officers scheduled separately? ☐ Yes ☐ No

4. ENFORCEMENT

Evaluated
☒

Action Required
☐

Corrected
☐

a. Does activity address accident reduction and compliance with the law? ☒ Yes ☐ No

(1) Are statistics from accidents used to properly guide enforcement activity? ☒ Yes ☐ No

(2) Do CHP 215s, 281s, and 287s compare with activity listed on the CHP 100? ☒ Yes ☐ No

(a) Do supervisors use matrix reports to audit enforcement activity? ☒ Yes ☐ No

5. SERVICES

Evaluated
☒

Action Required
☐

Corrected
☐

a. Do Area personnel recognize the importance of their role in providing motorist and public services? ☒ Yes ☐ No

b. Does the commander emphasize importance of service outlined in GO 100.45? ☒ Yes ☐ No

(1) Are field personnel aware of beats having heavy service requirements? ☒ Yes ☐ No

(2) Do services rendered reflect good beat accountability? ☒ Yes ☐ No

(3) Has Area established procedures for females in need of assistance? ☒ Yes ☐ No

c. Do CHP 415s indicate services are provided to disabled motorists? ☒ Yes ☐ No

(1) Are vehicles stored if left on the freeway over four hours? ☒ Yes ☐ No

(2) Are CHP 422s used in accordance with policy? ☒ Yes ☐ No

d. Are uniformed employees annually trained on GO 100.6, Special Relationships? ☒ Yes ☐ No

(1) Do employees comply with the directives given? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

6. BEATS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does Area comply with GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Can accident causes and locations be effectively isolated and dealt with?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) What methods are used to identify high accident locations on beats?			<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Are beat descriptions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are revisions made in accordance with time limitations listed in GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are beat maps, or similar devices, provided for officers to use in the field?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are supervisors familiar with the beat structure?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are beat instructions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are the following identified:			
(a) Principle landmark locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) Seasonal fluctuations in traffic flow?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(c) High frequency accident locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(d) Primary collision factors?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(e) Hazardous areas?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(f) Recommended patrol procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. POST-ARREST PROCEDURES	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is prosecution sought whenever possible?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Do accident investigations adequately support prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) What is the percentage of arrests resulting from accident investigation?			
(3) Are felony hit-and-run accidents adequately investigated?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are Owner's Responsibility citations reviewed to ensure approved procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is there a system in place to monitor chemical tests results in order to determine if additional training is needed?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Do arrest reports contain documentation to support successful prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AREA MANAGEMENT EVALUATION**Chapter 3****ACCIDENTS, ENFORCEMENT, AND SERVICES**

(a) Do sergeants and officers know when to notify the district attorney during a major investigation?

☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Following the arrest when reasonably possible

(a) Who is responsible for the notification? Arresting officer or Juvenile Hall

(4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are assigned and secured in patrol vehicles. The officer driving the patrol vehicle is responsible for ensuring that the PAS Device is in the patrol vehicle prior to the start of the shift. PAS Devices are calibrated by the PAS Coordinator on Tuesdays.

d. Who reviews reports before submission to the district attorney's Office? Supervisors

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? AIS is updated to reflect prosecution information

(2) Do the figures indicate a problem?

☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases?

☒ Yes ☐ No

e. Does a review of the CHP 207 file indicate an apparent problem with the number of dismissal requests?

☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

Evaluated

☒

Action Required

☐

Corrected

☐

a. Does Area follow the procedures in HPM 100.4 for radar speed enforcement? ☒ Yes ☐ No

b. Does the Project Coordinator fully understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has testing and maintenance been recorded on the CHP 99B?

☒ Yes ☐ No

(a) Has service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed by the guidelines in HPM 100.4, Chapter 4? ☒ Yes ☐ No

(a) Are officers recertified annually?

☒ Yes ☐ No

(4) Do officers have a CHP 195 in their personnel files, and is their training listed on their CHP 270?

☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years?

☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**Chapter 3****ACCIDENTS, ENFORCEMENT, AND SERVICES**

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required?

☒ Yes ☐ No

c. Are self-evaluations of the Area's radar program accomplished?

☒ Yes ☐ No

9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

Evaluated
☒

Action Required
☐

Corrected
☐

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs?

☒ Yes ☐ No

(2) Does Area use additional FSTs at the request of the district attorney?
No

☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Gaze Nystagmus Validation Record?

☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence?

☒ Yes ☐ No

c. Arrest Policies and Procedures

(1) Are CHP 202s, complete and comprehensive?

☒ Yes ☐ No

(2) Are CHP 202s reviewed and initialed by a supervisor?

☒ Yes ☐ No

(3) Are CHP 735s, DUI Cost Recovery Report, completed according to policy?

☒ Yes ☐ No

(a) Are 735s completed and processed within 60 days of conviction date?

☒ Yes ☐ No

(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?

☒ Yes ☐ No

(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?

☒ Yes ☐ No

(5) Does Area utilize the cite and release program?

☐ Yes ☒ No

(6) Are Area personnel familiar with the 0.04 BAC law for commercial drivers?

☒ Yes ☐ No

(7) Are personnel familiar with the 24-hour commercial tie-up requirements?

☒ Yes ☐ No

(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?

☒ Yes ☐ No

(a) Does Area maintain a file for Administrative Per Se ((DS 367) for zero tolerance violations?

☒ Yes ☐ No

(b) Are officers familiar with CHP 415 reporting of zero BAC tolerance violations?

☒ Yes ☐ No

(9) Are Area officers familiar with requirements in enforcing 23140 CVC, under 21 with a 0.05 BAC or greater?

☒ Yes ☐ No

(10) Does Area have a policy for enforcing 23175 CVC, DUI with three priors?

☒ Yes ☐ No

d. Does Area have policy for retention/preservation of blood and urine samples?

☒ Yes ☐ No

(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?

☒ Yes ☐ No

(2) Does Area participate in the enhanced NCT Program?

☒ Yes ☐ No

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**Chapter 3****ACCIDENTS, ENFORCEMENT, AND SERVICES**

f. Does Area have an SOP on the use of PAS devices?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area ensure the maximum number are deployed on each shift?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Who is the Area PAS coordinator? Officer Bloyd			
(3) Does the PAS coordinator maintain the records for use and calibration?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) PAS devices calibrated every 10 days/150 tests, whichever occurs first?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area maintain records to ensure accountability for each device?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Does the Area operate sobriety checkpoints?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, does Area have a written plan for each location?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are operational plans retained for two years, plus current?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does Area conduct checkpoints with other agencies?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is a supervisor assigned to each checkpoint?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are PAS devices available at checkpoints?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is chemical testing available at the sobriety checkpoint location?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205, Sobriety Checkpoint Activity Reports, submitted to Division and the Office of Research and Planning?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporters Reward Program?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. OTHER SPECIAL ENFORCEMENT PROGRAMS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is there an airplane speed enforcement program operating within the Area?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?			
(2) How are personnel selected?			
(3) Is training provided?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does the program have the support of the district attorney and judges?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?			

AREA MANAGEMENT EVALUATION**Chapter 3****ACCIDENTS, ENFORCEMENT, AND SERVICES**

(3) Does Area follow guidelines in HPM 100.8?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to SEU?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?		
(2) How are members selected?		
(3) Who supervises the unit?		
(4) Is the unit effective?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the Area have overtime enforcement programs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what are they? Roving DUI Enforcement (SPC 470), Occupant Restraint Enforcement (SPC 660)		
(2) Is assignment of officers consistent with the terms of the Unit 5 contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Are Reimbursable Services Contracts properly initiated and monitored?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do overtime costs stay within the amount stipulated by the contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

COMMENTS

STATE OF CALIFORNIA

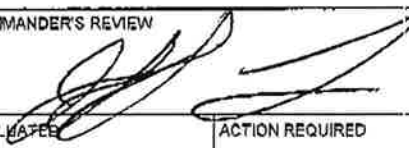
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA Mount Shasta	DIVISION Northern	NUMBER 146
EVALUATED BY Sergeant M. B. Mezzano		DATE 09/01/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report BY	COMMANDER'S REVIEW  DATE 9/2/08
1. HEADQUARTERS STATISTICAL REPORTS		EVALUATED ACTION REQUIRED CORRECTED

a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Information is discussed at staff meetings. It is filed under appropriate subject matter.

c. Are reports available for interested employees? ☒ Yes ☐ No

2. LOCAL DATA	EVALUATED Yes	ACTION REQUIRED None	CORRECTED
---------------	------------------	-------------------------	-----------

a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Statistical data is analyzed by Area supervisors and management. It is presented to Area personnel during daily briefings and at Area training days.

(1) Are visual aids used? ☒ Yes ☐ No

3. COLLISION REDUCTION	EVALUATED Yes	ACTION REQUIRED None	CORRECTED
------------------------	------------------	-------------------------	-----------

a. Does Area have written collision reduction plans? ☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No

(a) Are plans flexible and complete? ☒ Yes ☐ No

(2) Have the plans been successful? ☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No

(b) Is the Area commander familiar with results? ☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Area Commander, Area Sergeants and road patrol personnel.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

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DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(1) Is deployment proportional to collision and congestion problems?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?		A supervisors concurrence is required.	
Officers are informed before any changes are made.			
(b) Are special duty officers scheduled separately?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?		Sergeants, and or alternate special duty officer.	
2 Are motorcycle officers scheduled separately?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. ENFORCEMENT		EVALUATED Yes	ACTION REQUIRED None
a. Does enforcement activity address collision reduction and compliance with the law?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. SERVICES		EVALUATED Yes	ACTION REQUIRED None
a. Do Area personnel recognize the importance of their role in providing motorist and public services?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. BEATS		EVALUATED Yes	ACTION REQUIRED None
a. Does Area comply with GO 100.64, Beat Descriptions?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

STATE OF CALIFORNIA

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

- (3) What methods are used to identify high collision locations on beats? A review of the Area Information System, (AIS), discussions with Area Accident Review Officer and road patrol officers. Lt. and Sgts. review switters information monthly.

b. Are beat descriptions current?☒ Yes ☐ No

- (1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☒ Yes ☐ No

- (2) Are beat guides, or similar devices, provided for officers to use in the field?

☒ Yes ☐ No

- (3) Are supervisors familiar with the beat structure?

☒ Yes ☐ No**c. Are beat instructions current?**☒ Yes ☐ No

- (1) Are the following identified:

- (a) Principle landmark locations?

☒ Yes ☐ No

- (b) Seasonal fluctuations in traffic flow?

☒ Yes ☐ No

- (c) High frequency collisions locations?

☒ Yes ☐ No

- (d) Primary collision factors?

☒ Yes ☐ No

- (e) Hazardous areas?

☒ Yes ☐ No

- (f) Recommended patrol procedures?

☒ Yes ☐ No**7. POST-ARREST PROCEDURES**

EVALUATED

Yes

ACTION REQUIRED

None

CORRECTED

a. Is prosecution sought whenever possible?☒ Yes ☐ No

- (1) Do collision investigations adequately support prosecution?

☒ Yes ☐ No

- (2) What is the percentage of arrests resulting from collision investigation?

- (3) Are felony hit-and-run collisions adequately investigated?

☒ Yes ☐ No

- (a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☒ Yes ☐ No**b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?**☒ Yes ☐ No**c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?**☒ Yes ☐ No

- (1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☒ Yes ☐ No

- (2) Do arrest reports contain necessary documentation to support successful prosecution?

☒ Yes ☐ No

- (a) Do sergeants and officers know when to notify the district attorney during an investigation?

☒ Yes ☐ No

- (3) When are a juvenile's parents notified during an arrest situation? At the earliest convenience. Either at the hospital or while at the Area office following the actual arrest.

- (a) Who is responsible for the notification? Shift Supervisor/Officer In Charge

- (4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

- (5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

STATE OF CALIFORNIA

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AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? One special duty officer is responsible for the accountability and calibration of all PAS devices. Each officer is responsible for the security of PAS devices. Area uses a sign-out sign-in system to monitor daily security. Annual inventory is conducted on all PAS devices.

d. Who reviews reports before submission to the district attorney's office? Area Sergeants and the Area Court Officer.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Statistical analysis is maintained in the Area Information System.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED

Yes

ACTION REQUIRED

None

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

EVALUATED

Yes

ACTION REQUIRED

None

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☒ Yes ☐ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

STATE OF CALIFORNIA

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

(1) Are CHP 202s complete and comprehensive?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 202s reviewed and initialed by a supervisor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are 735s completed and processed within 60 days of the conviction date?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area utilize the cite and release program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does Area have policy for retention and preservation of blood and urine samples?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does Area participate in the enhanced NCT Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Does Area have an SOP on the use of PAS devices?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area ensure the maximum number are deployed on each shift?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Who is the Area PAS coordinator? Area Special Duty officers		
(3) Does the PAS coordinator maintain the records for use and calibration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area maintain records to ensure accountability for each device?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Does the Area operate sobriety checkpoints?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, does Area have a written plan for each location?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Are operational plans retained for two years, plus current?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does Area conduct checkpoints with other agencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is a supervisor assigned to each checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are PAS devices available at checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

STATE OF CALIFORNIA

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) DPI 009

(6) Is chemical testing available at the sobriety checkpoint location?

☐ Yes ☒ No

(7) Is the media notified 48 hours in advance?

☒ Yes ☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?

☐ Yes ☒ No

h. Does Area participate in the DUI Reporter's Reward Program?

☐ Yes ☒ No**10. OTHER SPECIAL ENFORCEMENT PROGRAMS**

EVALUATED

Yes

ACTION REQUIRED

None

CORRECTED

a. Is there an airplane speed enforcement program operating within the Area?

☒ Yes ☐ No

(1) If so, what is the extent of Area's involvement? Northern Division aircraft regularly schedule enforcement days in the Mt.

Shasta Area. Air unit notifies ground units of a violator vehicle's speed and follows vch until enforcement contact

(2) How are personnel selected? All personnel on duty participate in air enforcement.

(3) Is training provided?

☒ Yes ☐ No

(4) Does the program have the support of the local district attorney and judges?

☒ Yes ☐ No

(5) Is media reaction favorable?

☒ Yes ☐ No

b. Does the Area operate DUI checkpoints?

☐ Yes ☒ No

(1) Does Area have a written plan?

☐ Yes ☒ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate?

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?

☐ Yes ☐ No

(4) Is breath or chemical testing available at the checkpoint?

☐ Yes ☐ No

(5) Is the media notified 48 hours in advance?

☐ Yes ☐ No

(6) Has media reaction been favorable?

☐ Yes ☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?

☐ Yes ☐ No

(1) What is the current mission of the unit?

(2) How are members selected?

(3) Who supervises the unit?

(4) Is the unit effective?

☐ Yes ☐ No

STATE OF CALIFORNIA

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**


CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what are they?	Enforcement programs vary and are distributed to Area by Division. They vary from DUI enforcement to speed and safety belt enforcement.	
(2) Is assignment of officers consistent with the terms of the Unit 5 contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Are Reimbursable Services Contracts properly initiated and monitored?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do overtime costs stay within the amount stipulated by the contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES
CHP 453C (Rev. 5-06) OPI 009

AREA Yreka	DIVISION Northern	NUMBER 145-03-08
EVALUATED BY Sergeant Timothy Lawson		DATE 09/04/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		COMMANDER'S REVIEW  BY <u>Timothy Lawson</u> ACT - Comm.	DATE 9/4/08

1. HEADQUARTERS STATISTICAL REPORTS

- | | |
|--|---|
| a. Do supervisors utilize MIS and SWITRS reports? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| b. Are statistical reports reviewed as necessary by supervisors? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (1) How is the information disseminated and filed for future use? The information is reviewed by the commander/sergeants, then relayed to the officers during briefings. | |
| c. Are reports available for interested employees? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

2. LOCAL DATA

- | | |
|--|--|
| a. Are local statistics collected and data developed for Area operational needs? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (1) Are PCs utilized to record and store data? | |
| b. How is data analyzed and presented to field personnel? | The information is reviewed by the commander/sergeants, then relayed to the officers during briefings. |
| (1) Are visual aids used? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

3. COLLISION REDUCTION

- | | |
|--|---|
| a. Does Area have written collision reduction plans? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (1) Are goals and objectives realistic and understandable? | |
| (a) Are plans flexible and complete? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (2) Have the plans been successful? | |
| (a) Has emphasis been placed in the correct areas? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (b) Is the Area commander familiar with results? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (c) Are supervisors familiar with Area plans and goals? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| (d) Is progress towards goals discussed with all Area personnel? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

1 Who has been involved in the development of collision reduction plans? All Area uniformed personnel.

- | | |
|--|---|
| b. Has an effective deployment plan been established and is it followed? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|--|---|

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES
CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Memorandum's are submitted by officers to the shift sergeant and changes made in accordance with Area Standard Operating Policy.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Remaining special duty officers.		
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4. ENFORCEMENT	EVALUATED 09/04/08	ACTION REQUIRED N/A
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. SERVICES	EVALUATED 09/04/08	ACTION REQUIRED N/A
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. BEATS	EVALUATED 09/04/08	ACTION REQUIRED N/A
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(3) What methods are used to identify high collision locations on beats? Information is obtained via AIS and local collision location

"PIN MAP."

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No

(c) High frequency collisions locations? ☒ Yes ☐ No

(d) Primary collision factors? ☒ Yes ☐ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☒ Yes ☐ No

7. POST-ARREST PROCEDURES

EVALUATED
09/04/08

ACTION REQUIRED
N/A

CORRECTED
N/A

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 16.1% YTD

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? As soon as practical.

(a) Who is responsible for the notification? Arresting officer.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? The PAS devices are issued to each patrol vehicle. Officers inventory equipment at start of each shift. PAS devices are inventoried and calibrated by the Training Officer every 10 days.

d. Who reviews reports before submission to the district attorney's office? Area supervisors.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? The Area Information System (AIS) is used to track arrests and their dispositions.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED

09/04/08

ACTION REQUIRED

N/A

CORRECTED

N/A

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☐ Yes ☒ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

EVALUATED

09/04/08

ACTION REQUIRED

N/A

CORRECTED

N/A

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

(1) Are CHP 202s complete and comprehensive?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 202s reviewed and initialed by a supervisor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are 735s completed and processed within 60 days of the conviction date?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area utilize the cite and release program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

d. Does Area have policy for retention and preservation of blood and urine samples?

(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does Area participate in the enhanced NCT Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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f. Does Area have an SOP on the use of PAS devices?

(1) Does Area ensure the maximum number are deployed on each shift?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Who is the Area PAS coordinator? Officer Pete Fennell, #13400		
(3) Does the PAS coordinator maintain the records for use and calibration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area maintain records to ensure accountability for each device?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

g. Does the Area operate sobriety checkpoints?

(1) If so, does Area have a written plan for each location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are operational plans retained for two years, plus current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does Area conduct checkpoints with other agencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is a supervisor assigned to each checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are PAS devices available at checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(6) Is chemical testing available at the sobriety checkpoint location?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. OTHER SPECIAL ENFORCEMENT PROGRAMS	EVALUATED 09/04/08	ACTION REQUIRED N/A
a. Is there an airplane speed enforcement program operating within the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what is the extent of Area's involvement? The Area has all available officers work with the airplane on days that it is available.		
(2) How are personnel selected? Anyone available.		
(3) Is training provided?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(4) Does the program have the support of the local district attorney and judges?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?	Other agencies participate.	
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?		
(2) How are members selected?		
(3) Who supervises the unit?		
(4) Is the unit effective?		
		<input type="checkbox"/> Yes <input type="checkbox"/> No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? STOP DUI grant, SLIC grant, SHREC grant.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

8 b. (4); Radar Coordinator training has been requested. As soon as the training becomes available the coordinator will attend.

Department of California Highway Patrol
AREA MANAGEMENT EVALUATION
 Chapter 3
 ACCIDENTS, ENFORCEMENT, AND SERVICES

Area
Ukiah

Division
Northern

Number
150

Evaluated By Sgt. J. Kerr

Date 10/1/08

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation

☒ Formal ☐ Informal

Suspense Date 10/07/08

Follow-up Required

☐ Yes ☒ No

☐ Correction Report
by _____

A. Kerr
Commander's Review

10/6/08
Date

1. HEADQUARTERS STATISTICAL REPORTS

Evaluated
☒

Action Required
☐

Corrected
☐

a. Do supervisors utilize MIS and SWITRS reports?

☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors?

☒ Yes ☐ No

(1) How is this information disseminated and filed for future use?

c. Are reports available for interested employees?

☒ Yes ☐ No

2. LOCAL DATA

Evaluated
☒

Action Required
☐

Corrected
☐

a. Are local statistics collected and data developed for Area operational needs?

☒ Yes ☐ No

(1) Are PCs utilized to record and store data?

☒ Yes ☐ No

b. How is data analyzed and presented to field personnel?

(1) Are visual aids used?

☒ Yes ☐ No

3. ACCIDENT REDUCTION

Evaluated
☒

Action Required
☐

Corrected
☐

a. Does Area have written accident reduction plans?

☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable?

☒ Yes ☐ No

(a) Are plans flexible and complete?

☒ Yes ☐ No

(2) Have the plans been successful?

☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas?

☒ Yes ☐ No

(b) Is the Area commander familiar with results?

☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals?

☒ Yes ☐ No

FILE
CC to 102 10/1/08

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

(d) Is progress towards goals discussed with all Area personnel?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Who has been involved in the development of accident reduction plans?						
b. Has an effective deployment plan been established and is it followed?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is deployment proportional to accident and congestion problems?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Are officer's personal needs considered?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Are special events properly covered?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(c) Are lieutenants and sergeants deployed based on needs of the Area?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Does the vacation schedule follow policy and address needs of Area?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) What process is used when changes to the master vacation schedule are made?						
(b) Are special duty officers scheduled separately?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Who replaces vacationing special duty officers?						
(2) Are motorcycle officers scheduled separately? N/A						
4. ENFORCEMENT				Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does activity address accident reduction and compliance with the law?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are statistics from accidents used to properly guide enforcement activity?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Do CHP 215s, 281s, and 267s compare with activity listed on the CHP 100?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do supervisors use matrix reports to audit enforcement activity?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
5. SERVICES				Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Do Area personnel recognize the importance of their role in providing motorist and public services?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Does the commander emphasize importance of service outlined in GO 100.45?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are field personnel aware of beats having heavy service requirements?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Do services rendered reflect good beat accountability?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Has Area established procedures for females in need of assistance?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Do CHP 415s indicate services are provided to disabled motorists?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are vehicles stored if left on the freeway over four hours?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are CHP 422s used in accordance with policy?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
d. Are uniformed employees annually trained on GO 100.6, Special Relationships?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do employees comply with the directives given?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

6. BEATS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does Area comply with GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Can accident causes and locations be effectively isolated and dealt with?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) What methods are used to identify high accident locations on beats?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are beat descriptions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are revisions made in accordance with time limitations listed in GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are beat maps, or similar devices, provided for officers to use in the field?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are supervisors familiar with the beat structure?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are beat instructions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are the following identified:			
(a) Principle landmark locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) Seasonal fluctuations in traffic flow?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(c) High frequency accident locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(d) Primary collision factors?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(e) Hazardous areas?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(f) Recommended patrol procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. POST-ARREST PROCEDURES	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is prosecution sought whenever possible?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Do accident investigations adequately support prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) What is the percentage of arrests resulting from accident investigation?			
(3) Are felony hit-and-run accidents adequately investigated?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are Owner's Responsibility citations reviewed to ensure approved procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is there a system in place to monitor chemical tests results in order to determine if additional training is needed?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Do arrest reports contain documentation to support successful prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

(a) Do sergeants and officers know when to notify the district attorney during a major investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation?

(a) Who is responsible for the notification?

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

(a) What system is used to monitor the security, accountability, and calibration of PAS devices?

d. Who reviews reports before submission to the district attorney's Office?

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint?

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does Area commander have a good relationship with the district attorney?
No ☒ Yes ☐

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of the CHP 207 file indicate an apparent problem with the number of dismissal requests? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
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a. Does Area follow the procedures in HPM 100.4 for radar speed enforcement? ☒ Yes ☐ No

b. Does the Project Coordinator fully understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has testing and maintenance been recorded on the CHP 99B? ☒ Yes ☐ No

(a) Has service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☐ Yes ☒ No

(3) Is internal calibration completed by the guidelines in HPM 100.4, Chapter 4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Do officers have a CHP 195 in their personnel files, and is their training listed on their CHP 270? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are self-evaluations of the Area's radar program accomplished?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Policies and Procedures			
(1) Does Area personnel utilize approved FSTs?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does Area use additional FSTs at the request of the district attorney? No		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Do officers utilize CHP 202C, Gaze Nystagmus Validation Record?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers familiar with related codes relative to drug influence?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Arrest Policies and Procedures			
(1) Are CHP 202s, complete and comprehensive?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 202s reviewed and initialed by a supervisor?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are CHP 735s, DUI Cost Recovery Report, completed according to policy?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are 735s completed and processed within 60 days of conviction date?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area utilize the cite and release program?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Are Area personnel familiar with the 0.04 BAC law for commercial drivers?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Are personnel familiar with the 24-hour commercial tie-up requirements?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does Area maintain a file for Administrative Per Se ((DS 367) for zero tolerance violations?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers familiar with CHP 415 reporting of zero BAC tolerance violations?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Are Area officers familiar with requirements in enforcing 23140 CVC, under 21 with a 0.05 BAC or greater?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(10) Does Area have a policy for enforcing 23175 CVC, DUI with three priors?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does Area have policy for retention/preservation of blood and urine samples?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does Area participate in the enhanced NCT Program?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

f. Does Area have an SOP on the use of PAS devices?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area ensure the maximum number are deployed on each shift?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Who is the Area PAS coordinator?		
(3) Does the PAS coordinator maintain the records for use and calibration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) PAS devices calibrated every 10 days/150 tests, whichever occurs first?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area maintain records to ensure accountability for each device?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Does the Area operate sobriety checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, does Area have a written plan for each location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are operational plans retained for two years, plus current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does Area conduct checkpoints with other agencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is a supervisor assigned to each checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are PAS devices available at checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205, Sobriety Checkpoint Activity Reports, submitted to Division and the Office of Research and Planning?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporters Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. OTHER SPECIAL ENFORCEMENT PROGRAMS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>
	Corrected <input type="checkbox"/>	
a. Is there an airplane speed enforcement program operating within the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		
(2) How are personnel selected?		
(3) Is training provided?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does the program have the support of the district attorney and judges?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?		

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

(3) Does Area follow guidelines in HPM 100.8?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to SEU?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?	N/A	
(2) How are members selected?	N/A	
(3) Who supervises the unit?		
(4) Is the unit effective?	N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No
d. Does the Area have overtime enforcement programs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what are they?		
(2) Is assignment of officers consistent with the terms of the Unit 5 contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Are Reimbursable Services Contracts properly initiated and monitored?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do overtime costs stay within the amount stipulated by the contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

COMMENTS

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICES

1. HEADQUARTERS STATISTICAL REPORTS

1.b (1): Statistical accident and enforcement trends are analyzed. The information is presented to the Ukiah Squad with the attempt to impact and reduce reportable traffic collisions with increased enforcement.

2. LOCAL DATA

2. b: A large map of Mendocino County containing all freeways, state routes and county roads is present in the Ukiah Area Briefing Room. Colored pins identify locations in which injury traffic collision, DUI related traffic collisions and fatal traffic collisions have occurred. The statistics and accident locations are stressed to the Ukiah Squad during daily briefings and Area training days.

3. ACCIDENT REDUCTION

3. a: The Ukiah Area has a written accident reduction plan that is identified in the Area's Strategic Plan.

3. a (2) (d) 1 Input from accident trends has been identified with "common" accident locations targeted. The Area's commander along with the Area's supervisors drafts a plan with input from field officers. The plan is then prepared in accordance with departmental guidelines.

3. b. (2) (a): Once the schedule is approved by the Area commander and the Master Schedule is posted any changes must be discussed with the affected employee ("meet and confer") prior to changing the schedule.

3. b. (b) (1): When special duty personnel are on scheduled vacation the remaining special duty personnel assume their duties.

3. b. (b) (2): The Ukiah Area does not have any departmental motorcycles assigned.

4. ENFORCEMENT

4. a. (2) (a): During annual 118 evaluations supervisors utilize matrix reports and audit the officers annual enforcement activity.

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICE

5. SERVICES

5. a: The importance of providing motorist and public services is highly stressed by the Ukiah Area Commander and Area Sergeants. The elements of General Order 100.45 are articulated in the Ukiah Area's Standard Operating Procedure (SOP).

5.b Both public and motorist services are routinely commented on during each uniformed "field" officer's monthly evaluation and Annual CHP 118 Evaluation. Services are stressed during Area Training Days and daily briefings.

5. b (3): The Ukiah Area has established procedures for females in need of assistance. Those procedures are clearly articulated in the Ukiah Area's SOP, which states that "Special precautions" are to be taken when the disabled motorist, pedestrian, or party in need of assistance is female.

6. BEATS

6. a The Ukiah Area complies with GO 100.64. All beat descriptions are reviewed annually and necessary changes are forwarded to Northern Division in a timely manner.

6. a (3) The Ukiah Area currently utilizes a large map of Mendocino County which reflects all freeways, state routes and county roads. Locations in which fatal, injury or driving under the influence (DUI) traffic collisions have occurred are located and identified by colored "push" pins. This map is highly visible in the Ukiah Area's Briefing Room where it is available to officers and supervisors. "Common" accident locations are routinely commented on to the members of the Ukiah Area "Squad" during daily briefings and Area Training Days.

7. POST-ARREST PROCEDURES

7. a. (2) An audit of arrests resulting from accidents during 2008 indicated that of approximately 606 traffic collisions, 89 resulted in an arrest for California Vehicle Code Section 23152(a), driving under the influence (DUI) of alcohol. This equated to a percentage of 14%.

7. c. (1): Ukiah Area supervisors monitor chemical test results during review of every DUI arrest report. Issues of concern are immediately discussed with the involved officer.

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICE

7. c. (3) The Ukiah Area SOP directs, "The arresting officer shall make every reasonable effort to notify parents, guardian or other responsible relative of the juvenile's arrest and detention (607 WIC) as soon as possible". "In the event such efforts are not successful, the arrest report should reflect such efforts and the jailer and/or probation officer with whom the juvenile is booked shall be notified".

7. d. All submitted arrest reports are reviewed by either a Ukiah Area supervisor, the Ukiah Area commander, or an assigned "officer-in-charge" (OIC).

7. d. (1): All arrest reports after being reviewed by a supervisor are processed and forwarded to the Mendocino County District Attorney's Office. Subsequent notification is received from the district attorney indicating whether charges have been filed, require additional investigation, or have been dismissed.

8 RADAR SPEED ENFORCEMENT

8. b. (2): Departmental policy has changed and speedometers in patrol vehicles are now allowed to be calibrated by radar units used for speed enforcement.

9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

9. a. (2): Currently the Mendocino County District Attorney's Office has not requested the Ukiah Area to utilize any additional FSTs.

9. c. (3) b CHP 735s, DUI Cost Recovery Report, are submitted by Ukiah Area officers with their arrest report and the corresponding traffic collision investigation report. Supervisors review CHP 735s and confirm times on the corresponding CHP 415s during the review process.

9. d: Currently, the Department of Justice (DOJ) destroys all urine/blood samples that are analyzed for misdemeanor violations. All samples that are analyzed for felony violations are returned to the Area for retention. All samples returned to the Ukiah office are retained in the Area's Evidence Room.

9 d. (1): The Ukiah Area has recently initiated a Non-Consensual Chemical Testing (NCT) Program. The Area Standard Operating Procedures (SOP) has been updated with the required procedures and all officers and supervisors are familiar with the the policy and procedures.

9. f. (2): Special Duty Officer Randy England, #15172, is the Ukiah Area's PAS coordinator.

AREA MANAGEMENT EVALUATION
Chapter 3
ACCIDENTS, ENFORCEMENT, AND SERVICE

10. OTHER SPECIAL ENFORCEMENT PROGRAMS

10. a. (1): The Ukiah Area participates in the Department's airplane speed enforcement program. The Area provides uniformed officers to work with the Northern Division fixed wing airplane when it travels to the Ukiah Area for speed enforcement. Units are assigned from the available units working the assigned shift.

10. b. (2): Local allied agency law enforcement agencies routinely participate in DUI checkpoints with the Ukiah Area. To date, Ukiah Police Department, Willets Police Department and Fort Bragg Police Department have participated at Ukiah checkpoints.

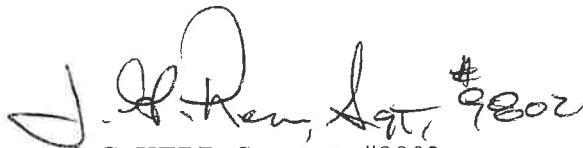
10. c. Due to staffing issues, the Ukiah Area does not currently have any personnel assigned to a Special Enforcement Unit (SEU).

10. d. (1): Currently, the Ukiah Area has three (3) overtime enforcement programs as a result of assigned grant programs. The overtime grants that are currently assigned to the Ukiah Area are:

STATEWIDE DRIVING UNDER THE INFLUENCE REDUCTION EFFORT,
PROGRAM AL0849.

SAVING LIVES IN CALIFORNIA (SLIC) 2, ELEMENT #1, PT 0826 STATEWIDE
COLLISION REDUCTIN ON STATE HIGHWAYS.

SAVING LIVE IN CALIFORNIA (SLIC) 2, ELEMENT 3, PT0826, STATEWIDE
COLLISION REDUCTION MOTORCYCLE ENFORCEMENT.


J. G. KERR, Sergeant, #9802

**AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA 135	DIVISION Northern	NUMBER
EVALUATED BY Captain Godnick		DATE 03/04/2009

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation	SUSPENSE DATE
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No BY	COMMANDER'S REVIEW J. Godnick DATE 03/04/2009

1. HEADQUARTERS STATISTICAL REPORTS

EVALUATED J. Godnick	ACTION REQUIRED none	CORRECTED
-------------------------	-------------------------	-----------

a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ Nob. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Maintained in command file.

c. Are reports available for interested employees? ☒ Yes ☐ No**2. LOCAL DATA**

EVALUATED J. Godnick	ACTION REQUIRED none	CORRECTED
-------------------------	-------------------------	-----------

a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Reviewed by managers and supervisors and presented to officers as needed during Area training days and shift briefings.

(1) Are visual aids used? ☒ Yes ☐ No**3. COLLISION REDUCTION**

EVALUATED J. Godnick	ACTION REQUIRED none	CORRECTED
-------------------------	-------------------------	-----------

a. Does Area have written collision reduction plans? ☒ Yes ☐ No(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No(a) Are plans flexible and complete? ☒ Yes ☐ No(2) Have the plans been successful? ☒ Yes ☐ No(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No(b) Is the Area commander familiar with results? ☒ Yes ☐ No(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Managers and supervisors with input from field officers and special duty staff.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	The master schedule is maintained on the computer. All employees have read access, managers/supervisors have write access.	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?	Special Duty officers cover each others jobs during absences.	
2 Are motorcycle officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

4. ENFORCEMENTEVALUATED
J. GodnickACTION REQUIRED
none

CORRECTED

- | | | |
|---|---|-----------------------------|
| a. Does enforcement activity address collision reduction and compliance with the law? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (1) Are statistics from collisions used to properly guide enforcement activity? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Do supervisors use matrix reports to audit enforcement activity? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

5. SERVICESEVALUATED
J. GodnickACTION REQUIRED
none

CORRECTED

- | | | |
|--|---|-----------------------------|
| a. Do Area personnel recognize the importance of their role in providing motorist and public services? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| b. Does the commander properly emphasize the importance of service as outlined in GO 100.45? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (1) Are field personnel aware of beats having heavy service requirements? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Do services rendered reflect good beat accountability? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Has Area established procedures for persons in need of assistance? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| c. Do CHP 415s indicate services are provided to disabled motorists? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (1) Are vehicles stored if left on the freeway over four hours? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 422s used in accordance with policy? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| d. Are all uniformed employees annually trained on GO 100.6, Special Relationships? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

6. BEATSEVALUATED
J. GodnickACTION REQUIRED
none

CORRECTED

- | | | |
|--|---|-----------------------------|
| a. Does Area comply with GO 100.64, Beat Descriptions? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (1) Are beats organized in compliance with current policy? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Can collision causes and locations be effectively isolated and addressed? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Is there effective communication between officers and supervisors relating to problems on various beats? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(3) What methods are used to identify high collision locations on beats? Discussed at training days and shift briefings. A pin map in the Area briefing shows where fatal collisions have occurred.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☐ Yes ☒ No

(c) High frequency collisions locations? ☐ Yes ☒ No

(d) Primary collision factors? ☐ Yes ☒ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☐ Yes ☒ No

7. POST-ARREST PROCEDURES

EVALUATED
J. Godnick

ACTION REQUIRED
none

CORRECTED

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? Approximately 17%

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? As required by policy.

(a) Who is responsible for the notification? Arresting officer.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES
CHP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are calibrated weekly. Area has an SOP that addresses the proper handling and maintenance of the PAS device.

d. Who reviews reports before submission to the district attorney's office? Sergeants, court officer

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint?

ARREST REPORTS THAT ARE NOT FILED ARE RETURNED TO AREA FOR FOLLOW-UP IF NEEDED.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED
J. Godnick

ACTION REQUIRED
none

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE
ENFORCEMENT PROGRAMS**

EVALUATED
J. Godnick

ACTION REQUIRED
none

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☒ Yes ☐ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

- | | | |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples?

- | | | |
|--|---|-----------------------------|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes ☐ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes ☐ No

- | | | |
|---|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

(2) Who is the Area PAS coordinator? Officer Barone, #15133

- | | | |
|--|---|-----------------------------|
| (3) Does the PAS coordinator maintain the records for use and calibration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

g. Does the Area operate sobriety checkpoints?

☒ Yes ☐ No

- | | | |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(6) Is chemical testing available at the sobriety checkpoint location? ☐ Yes ☒ No

(7) Is the media notified 48 hours in advance? ☒ Yes ☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section? ☒ Yes ☐ No

h. Does Area participate in the DUI Reporter's Reward Program? ☐ Yes ☒ No

10. OTHER SPECIAL ENFORCEMENT PROGRAMS

EVALUATED
J. Godnick

ACTION REQUIRED
none

CORRECTED

a. Is there an airplane speed enforcement program operating within the Area? ☒ Yes ☐ No

(1) If so, what is the extent of Area's involvement? Northern Division Air Operations distributes a monthly schedule of enforcement locations.

(2) How are personnel selected? By beat assignment and availability.

(3) Is training provided? ☒ Yes ☐ No

(4) Does the program have the support of the local district attorney and judges? ☒ Yes ☐ No

(5) Is media reaction favorable? ☒ Yes ☐ No

b. Does the Area operate DUI checkpoints? ☒ Yes ☐ No

(1) Does Area have a written plan? ☒ Yes ☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate? Solely CHP personnel.

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual? ☒ Yes ☐ No

(4) Is breath or chemical testing available at the checkpoint? ☐ Yes ☒ No

(5) Is the media notified 48 hours in advance? ☒ Yes ☐ No

(6) Has media reaction been favorable? ☒ Yes ☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)? ☒ Yes ☐ No

(1) What is the current mission of the unit? Follow-up on traffic complaints, special events, enforcement in congested areas and construction zones.

(2) How are members selected? The SEU is currently staffed by the two Area motorcycle officers.

(3) Who supervises the unit? Sergeant Giordano

(4) Is the unit effective? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they?

DUI, Seatbelt, Speed, SR-44, Corridor Road Construction

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

AREA Alturas	DIVISION Northern	NUMBER 170-03-08
EVALUATED BY Sergeant Robert J. Koetting		DATE 09/15/2008

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input checked="" type="checkbox"/> Formal Evaluation <input type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		BY	
<input type="checkbox"/> Correction Report		COMMANDER'S REVIEW 	DATE 9/16/2008

1. HEADQUARTERS STATISTICAL REPORTS

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Refer to the CHP 454 Supplement.

c. Are reports available for interested employees? ☒ Yes ☐ No

2. LOCAL DATA

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Refer to the CHP 454 Supplement.

(1) Are visual aids used? ☐ Yes ☒ No

3. COLLISION REDUCTION

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Does Area have written collision reduction plans? ☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No

(a) Are plans flexible and complete? ☒ Yes ☐ No

(2) Have the plans been successful? ☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No

(b) Is the Area commander familiar with results? ☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Refer to the CHP 454 Supplement.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

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(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Refer to the CHP 454 Supplement.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Refer to the CHP 454 Supplement.		
2 Are motorcycle officers scheduled separately?		
	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4. ENFORCEMENT	EVALUATED X	ACTION REQUIRED
CORRECTED		
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
5. SERVICES	EVALUATED X	ACTION REQUIRED
CORRECTED		
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. BEATS	EVALUATED X	ACTION REQUIRED
CORRECTED		
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(3) What methods are used to identify high collision locations on beats? Refer to the CHP 454 Supplement.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No

(c) High frequency collisions locations? ☒ Yes ☐ No

(d) Primary collision factors? ☒ Yes ☐ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☒ Yes ☐ No

7. POST-ARREST PROCEDURES

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? Approximately one percent.

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Officers are directed to follow procedures outlined in the Area SOP and HPM 110.69, Chapter 1 (The juvenile will be allowed to make two calls within one hour after arrest).

(a) Who is responsible for the notification? The arresting officer and the shift supervisor.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are checked in and out at the beginning and end of each shift and are stored in the briefing room. PAS's are calibrated at least every 10 days or 150 uses.

d. Who reviews reports before submission to the district attorney's office? Area supervisors and the Commander, if warranted.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Case filings and adjudication are tracked using the Area Information System, utilized by the clerical staff and the Court Officer.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

8. RADAR SPEED ENFORCEMENT

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☒ Yes ☐ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

(1) Are CHP 202s complete and comprehensive? ☒ Yes ☐ No(2) Are CHP 202s reviewed and initialed by a supervisor? ☒ Yes ☐ No(3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? ☒ Yes ☐ No(a) Are 735s completed and processed within 60 days of the conviction date? ☒ Yes ☐ No(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? ☒ Yes ☐ No(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? ☒ Yes ☐ No(5) Does Area utilize the cite and release program? ☒ Yes ☐ No(6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? ☒ Yes ☐ No(7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? ☒ Yes ☐ No(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? ☒ Yes ☐ No(a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? ☒ Yes ☐ No(b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? ☒ Yes ☐ No(9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? ☒ Yes ☐ No(10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? ☒ Yes ☐ Nod. Does Area have policy for retention and preservation of blood and urine samples? ☒ Yes ☐ No(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? ☐ Yes ☒ No(2) Does Area participate in the enhanced NCT Program? ☐ Yes ☒ Noe. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest? ☒ Yes ☐ Nof. Does Area have an SOP on the use of PAS devices? ☒ Yes ☐ No(1) Does Area ensure the maximum number are deployed on each shift? ☒ Yes ☐ No

(2) Who is the Area PAS coordinator? Officer McPeck

(3) Does the PAS coordinator maintain the records for use and calibration? ☒ Yes ☐ No(4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? ☒ Yes ☐ No(5) Does Area maintain records to ensure accountability for each device? ☒ Yes ☐ Nog. Does the Area operate sobriety checkpoints? ☐ Yes ☒ No(1) If so, does Area have a written plan for each location? ☐ Yes ☐ No(2) Are operational plans retained for two years, plus current? ☐ Yes ☐ No(3) Does Area conduct checkpoints with other agencies? ☐ Yes ☐ No(4) Is a supervisor assigned to each checkpoint? ☐ Yes ☐ No(5) Are PAS devices available at checkpoints? ☐ Yes ☐ No

AREA MANAGEMENT EVALUATION
COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(6) Is chemical testing available at the sobriety checkpoint location? ☐ Yes ☐ No

(7) Is the media notified 48 hours in advance? ☐ Yes ☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section? ☐ Yes ☐ No

h. Does Area participate in the DUI Reporter's Reward Program? ☐ Yes ☒ No

10. OTHER SPECIAL ENFORCEMENT PROGRAMS

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Is there an airplane speed enforcement program operating within the Area? ☒ Yes ☐ No

(1) If so, what is the extent of Area's involvement? Ensure officers area assigned to work with the aircraft when a speed enforcement aircraft responds to the area.

(2) How are personnel selected? Regular beat assignments. If the aircraft schedule is known in advance, ensure sufficient officers are assigned to work on the scheduled days to allow adequate units to work with the aircraft.

(3) Is training provided? ☒ Yes ☐ No

(4) Does the program have the support of the local district attorney and judges? ☒ Yes ☐ No

(5) Is media reaction favorable? ☒ Yes ☐ No

b. Does the Area operate DUI checkpoints? ☐ Yes ☒ No

(1) Does Area have a written plan? ☐ Yes ☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate?

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual? ☐ Yes ☐ No

(4) Is breath or chemical testing available at the checkpoint? ☐ Yes ☐ No

(5) Is the media notified 48 hours in advance? ☐ Yes ☐ No

(6) Has media reaction been favorable? ☐ Yes ☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)? ☐ Yes ☒ No

(1) What is the current mission of the unit?

(2) How are members selected?

(3) Who supervises the unit?

(4) Is the unit effective? ☐ Yes ☐ No

AREA MANAGEMENT EVALUATION**COLLISIONS, ENFORCEMENTS, AND SERVICES**

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d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they?

Seat belt and child restraint systems enforcement periods. DUI overtime for special events.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

DATE: 09/15/2008

[illegible]